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ABSTRACT

This annotated bibliography lists general reference sources, including catalogs, guides and indexes, prepared by the United States Bureau of the Census to assist potential data users in finding out what is available and how to locate Census Bureau data. Entries include frequency or date of publication, government report numbers, and price information. (CWM)

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General Reference Sources for Accessing Census Bureau Data

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
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UNITED STATES DEPARTMENT OF COMMERCE
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GENERAL REFERENCE SOURCES FOR ACCESSING CENSUS BUREAU DATA

Annotated Bibliography prepared in Data User Services Division

by Ann D. Casey

INTRODUCTION

The United States initiated its programs for the collection of statistics in 1790 with a census of population. The authority for this and subsequent decennial censuses derives from the Constitution of the United States, Article 1, Section 2, which provides that:

> Representatives and direct taxes shall be apportioned among the several States which may be included within the Union according to their respective numbers . . . The actual enumeration shall be made within three years after the first meeting of the Congress of the United States, and within every subsequent term of ten years in such manner as they shall by law direct.

As more facts were needed about the Nation, new questions were asked, and additional censuses were established. By 1810, questions on manufacturing were included in the census; in 1840, on mining activities. Agricultural data and facts about State and local governments were needed by 1850, and out of the great depression of the '20's and '30's came a need for censuses of retail and wholesale trades (1929) and selected service industries (1933). Separate censuses of transportation and construction industries were added in 1963 and 1967, respectively.

Today, 11 major national censuses and hundreds of current surveys are conducted by the Bureau of the Census, a permanent organization established in 1902 to replace the temporary census organizations that had existed previously. Since 1913, the Bureau has been a part of the Department of Commerce, and it collects, aggregates, and tabulates a vast amount of data for each census and the approximately 250 surveys it takes each year.

INTRODUCTION —con.

The results are issued in the form of printed reports, computer summary tapes, and microform (microfilm and microfiche). During FY 1975, the total number of reports issued by the Bureau of the Census was 1,968, with a total of 75,000 pages (some years this total may exceed 400,000 pages). The Bureau averages 10 reports every working day.

With this volume, there is an obvious need for assistance in finding out what is available and how to locate Census Bureau data. To help the potential data user gain access to the data, the Bureau prepares a number of general reference sources including catalogs, guides, and indexes. These publications are described briefly in the following annotated bibliography.

Catalogs

1. * Bureau of the Census Catalog. $19.00 per year. L.C. Card No. 47-46253. (GPO Nos. C3.163/2 — Monthly, C3.163/3 — Quarterly, C3.163/4 — Annual)

   One volume divided into two parts (I. Publications and II. Data Files and Special Tabulations) which describe reports and other products that become available during the catalog period. Indexed by subject and by geographic areas. Issued quarterly, cumulative to the annual issue with 12 monthly supplements.

2. * Bureau of the Census Catalog of Publications, 1790-1972. June 1974. $7.10. L.C. Card No. 74-600076. (GPO No. C56.222/2-2:790-972). S/N 003-024-00110-1.

   A one-volume comprehensive historical bibliography of sources for Bureau of the Census statistics from 1790 to 1972 comprised of two catalogs: The Catalog of United States Census Publications, 1790-1945, prepared by Henry J. Dubester, was published in 1950 and lists all materials issued by the Census Bureau and its predecessor organizations starting with the first census report of 1790. The new Bureau of the Census Catalog of Publications, 1946-1972 updates the historical compilation and describes more than 60,000 reports issued by the Bureau from January 1, 1946-December 31, 1972.

Guides

3. * Bureau of the Census Guide to Programs and Publications: Subjects and Areas, 1973. March 1974. $2.45. L.C. Card No. 73-600168. (GPO No. C56.208:P94). S/N 003-024-00196-9.

   Provides a review of the Bureau's programs and activities for each subject area. Reports, presented in tabular format, are listed by title, geographic areas, and principal subjects.

4. ✓ Mini-Guide to the 1977 Economic Censuses. December 1978. $1.80. L.C. Card No. 78-600084. (GPO No. C3.6/2:Ec7/977). S/N 003-024-01640-1.

   A valuable reference and guide to each of the nine economic census programs (censuses of: wholesale trade, retail trade, selected service industries, manufactures, mineral industries, construction industries, transportation, and outlying areas; enterprise statistics program) and to the data collected, geographic areas, publications programs, and Standard Industrial Classification System.

5. Guides to Governmental Statistics:

   a. * Guide to the 1972 Census of Governments (Volume 8 of the 1972 Census of Government reports). February 1975. $5.00. L.C. Card No. 73-600080. (GPO No. C56.247/2:972/v.8). S/N 003-024-01004-6.

      Gives a summary description of each subject volume from the 1972 Census of Governments, followed by separate sections which present the contents pages and table formats for each volume.

   b. * Guide to Recurrent and Special Governmental Statistics (State and Local Government Special Studies No. 78). April 1976. $3.20. L.C. Card No. 72-600104. (GPO No. C3.145:78). S/N 003-024-01177-8

      Summarizes the tabular presentations found in the most recent issues of the recurrent reports and special studies series of the Bureau's State and local government statistics program.

5. Guides to Governmental Statistics: --con.

b. * Guide to Recurrent and Special Governmental Statistics--con.

Recurrent Reports provide data on governmental finances, tax revenue, public employment, etc. Special Studies provide data on such topics as expenditure and employment data for the criminal justice system and national data needs such as fire service statistics. While this Guide presents only the most recent issues of the recurrent report and special studies series of the governmental statistics program, it may be used to generalize about prior and future publications.

6. * Census Bureau Guide to Transportation Statistics. March 1976. $2.00. L.C. Card No. 76-608095. (GPO No. C3.62:T68). S/N 003-024-01179-4.

Describes the 1972 Census of Transportation and its three components--the National Travel Survey, the Truck Inventory and Use Survey, and the Commodity Transportation Survey. For each of the three surveys the Guide provides a general description of the survey method and design, reliability of the data, data contained in the published reports, selected tables and graphics, and facsimilies of questionnaires; also availability of unpublished data, description and record contents of the public use tapes, availability of the survey results; and a general description of other surveys conducted by the Census Bureau.

7. * Guide to Foreign Trade Statistics: 1975. July 1975. $4.05. (GPO No. C56/210/2:975). S/N 003-024-01082-8.

Describes content and format of individual reports, tabulations, computer tapes, punch cards, and microfilm--on exports, imports, and shipping statistics. Serves as a guide to various sources of foreign trade statistics, and to the content and arrangement of data.

8. * Guide to Industrial Statistics. March 1978. $2.75. (GPO No. C3.6/2:IN2/976). S/N 003-024-01557-9.

Describes the industrial statistics program of the Bureau, with definitions for industrial classifications and geographic areas and terms used in publications, as well as locator guides for each of the industrial areas, such as manufactures and minerals, both census and current surveys. There is a section on energy-related industrial statistics, general references, and information on obtaining Census Bureau data.

9. + Statistics Data Finders. (Series) Issued irregularly, 1978. All copies 50¢.

A series in tabular format, largely of programs from the economic fields, including energy statistics, describes reports from the areas of government, industries (manufactures, minerals), construction, agriculture, foreign trade, business (wholesale, retail, services), economic surveys (transportation, enterprise statistics, county business patterns, minority-owned businesses), and energy. All booklets include divisional contact names, and information on the title, series number, frequency of publication, type of data, level of detail, etc.

10. * 1970 Census Users' Guide, Part I and II. October 1970. Part I $2.35 and Part II $4.40. L.C. Card No. 71-610123. (GPO Nos. C3.6/2:C33/2/970-2/pt. 1 and C3.6/2:C33/2/970-2/pt. 2).

A two-volume guide to the 1970 Census of Population and Housing. Part I contains information on the background, collection, processing, and output (data products) of the 1970 Census; as well as a users' dictionary and glossary of technical terms. Part II contains technical documentation on the 1970 Census First through Fourth Count Summary Tapes and the Address Coding Guides.

11. ✓ Reference Manual on Population and Housing Statistics from the Census Bureau. February 1978 (Revised). $2.00. (GPO No. C3.6/2:P81/978).

Provides a comprehensive introduction to "demographic" data from the Census Bureau, as a starting point for the new or prospective user, and as a handy reference for the experienced data user. It includes subject content of the 1970 Census of Population and Housing, caveats and limitations of the data, printed reports, computerized products and related services, unpublished data on microfilm or printouts, current demographic data, reference sources, and a section on finding specific data.

Indexes

12. ✓ Index to 1970 Census Summary Tapes. March 1973. $2.60. L.C. Card No. 74-110406. (GPO No. C3.223:Su6/970/Ind.)

Index with cross-reference guide to all tabulations in all six "counts" of the 1970 census summary data, organized alphabetically by subject variable. Counts 1-5 are indexed in Section A; Count 6 is indexed in Section B. Helps identify and locate specific tables (on the tape) for specific subjects.

13. ✓ Index to Selected 1970 Census Reports. 1974. $3.70. (GPO No. C3.223:In2/970).

An index to the tables found in selected series of reports: Population Volume I; Housing Volumes I, II, and III; PHC I and II. Does not include "subject reports" (Volume II Population or Volume VII Housing) or other reports which provide national (but not State or small-area) data. Only final reports are indexed.

Statistical Compendia

14. * Statistical Abstract of the United States, 1978. (First issued in 1889). $10.50 (cloth); $6.75 (paper). L.C. Card No. 4-18089. (GPO No. C3.134:978). Issued annually. Cloth S/N 003-024-01648-6. Paper S/N 003-024- 01647-8.

Standard annual summary of statistics on the social, political, and economic organization of United States. Also includes a guide to sources listing 800 publications. Footnotes provide additional sources.

15. * Pocket Data Book--USA 1976. January 1977. $4.60. L.C. Card No. A66-7638. (GPO No. C3.134/3:976). S/N 003-024-0155-7. Issued Biennially.

Presents data from the most recent censuses, and data from other government agencies and private sources. Provides statistical data for every county and every city with a population of 25,000 or more, as well as metropolitan areas, States, regions, and census divisions. Contents are also available on computer tape.
[1978 edition in preparation.]

16. * County and City Data Book, 1977. May 1978. $19.50. L.C. Card No. 52-4576(496). (GPO No. C3.134/2:C83/977). S/N 003-024-01464-5. Issued every 5 years.

Presents data from the most recent censuses, and data from other government agencies and private sources. Provides statistical data for every county and every city with a population of 25,000 or more, as well as metropolitan areas, States, regions, and census divisions. Contents are also available on computer tape.

17. * Statistics for States and Metropolitan Areas. (A preprint from the County and City Data Book, 1977). December 1977. $2.75. (GPO No. C3.134/2A:St29). S/N 003--24-01487-4.

This volume presents 195 statistical items for states, divisions, regions, and standard metropolitan statistical areas. Most of the data were derived from the latest available censuses of population, housing, governments, manufactures, retail and wholesale trades, selected services, mineral industries, and agriculture, though other governmental and private agencies are also included. Appendixes show 1970 corrected population counts and 1975 estimates for SMSA's, shown in 1975 population rank order and other changes in SMSA's.

18. * Historical Statistics of the United States, Colonial Times to 1970. Bicentennial Edition. September 1975. $26 per 2-part cloth set (sold only in sets). L.C. Card No. 75-38832. (GPO Catalog No. C3.134/2:H62/789-970/pt. 1-2). S/N 003-024-0120-9).

This compendium represents a 50-percent increase in the amount of statistical material contained in its 1960 predecessor. Its two volumes contain 1,289 pages crammed with more than 12,500 statistical series on subjects ranging from population and land area to

18. * Historical Statistics of the United States, Colonial Times to 1970—con.

production figures for crops and manufactured products. Of special interest in this bicentennial edition is the much expanded chapter containing data covering the colonial and pre-federal period from 1610 to 1780.

Up to now many of these facts were available only by tracking down numerous volumes or manuscripts in scattered libraries throughout the U.S. and abroad. Over 300 pages of text cover definitions of terms, development and reliability of the data, and references to other sources.

19. * Social Indicators: 1976. Prepared by the Office of Federal Statistical Policy and Standards, Department of Commerce. 1977. L.C. Card No. 77-608307. (GPO No. C3.2:SI/12:976). S/N 041-001-00156-5.

This compendium of government and privately collected statistics presents a comprehensive graphic collection of data selected and organized to describe current social conditions and trends in the U.S. It contains indicators of the quality of health, education, housing, and family life, as well as the more widely reported income and population data.

The Bureau of the Census provided editorial and technical support for this report.

20. * County Business Patterns, 1977 (Series CBP-77). 1979. Price per volume varies. L.C. Card No. 49-45745. (GPO No. C3.204:CBP-77/(No.)). Issued annually.

Presents a summary of first quarter employment and taxable payroll data by industry for each county, SMSA and State. Beginning with the 1974 series, CBP data were collected and tabulated on an establishment, rather than a reporting unit basis as in the past. This means that each physical location of a multi-establishment firm is now counted separately. Data are presented by detailed kinds of businesses based on the revised 1972 Standard Industrial Classification (SIC) codes. Reports are issued for the United States, each of the 50 States and the District of Columbia, Puerto Rico, the Virgin Islands, American Samoa and Guam.

Procedural Histories. A detailed description of procedures is prepared for each major census program. In many cases the procedural history provides operational definitions of concepts and coding not available elsewhere.

21. * 1970 Census of Population and Housing, Procedural History. (Series PHC(R)-1). June 1976. $8.50. L.C. Card No. 76-5793. (GPO No. C3.223.P94/2/970). S/N 003-024-01209-0.

Describes in detail most aspects of the 1970 census, from its early stages of research and planning through the tabulation, publication, and dissemination of the final results. The 17 chapters were issued originally in "advance issuance" reports prior to assembly, with minor corrections, in this volume. There is a bibliography at the end of most chapters containing references to sources of detailed background information.

22. * 1972 Census of Governments, Volume 9, Procedural History. June 1975. $3.45. L.C. Card No. 73-600080. (GPO No. C56.247/2:972/v.9). S/N 003-024-01071-2.

A comprehensive report on the procedures and subject matter of the 1972 Census of Governments from early stages of planning through the tabulation and publication of final reports. Report also includes a brief description of the recurrent surveys and special surveys and services related to the census.

23. *✓ 1972 Economic Censuses Procedural History. January 1976. $8.50. (cloth); $6.00 (paper). L.C. Card No. 75-600092. (GPO No. C56.202: EC7/2/972). S/N 003-024-01167-1.

A comprehensive report covering the history, scope, planning, geographic area coding, questionnaire mailing preparations, data collection and processing, special programs, and publicity and publications of the 1972 Economic Censuses. This volume also contains a special chapter on the 1972 Census of Transportation and eight appendixes which provide 1972 SIC changes, facsimiles of selected questionnaires, and other information.

24. 1974 Census of Agriculture Procedural History. [In preparation. Scheduled to be published July 1979].

Other

25. Factfinder for the Nation: U.S. Bureau of the Census. Series CFF. Nos. 1-18. Issued irregularly, August 1976 to 1979. Price varies. (GPO No. C3.252:(No.)).

Previously a single publication and last issued in 1970, the Factfinder now is being published as a series of topical brochures that may be used individually, in selected interest groupings, or as complete sets. Each brochure (usually four pages) describes the range of census materials available on a given subject, and suggests some of their uses. The subjects include: 1) minority statistics, 2) the availability of census records about individuals, 3) agriculture, 4) history and organization of the Bureau, 5) reference sources, 6) housing, 7) population, 8) geographic tools, 9) construction statistics, 10) retail, and 11) wholesale trade, 12) selected services, 13) transportation, 14) foreign trade, 15) manufactures, 16) minerals, and 17) governments, and 18) Bureau programs and products.

26. Data Access Descriptions. Issued irregularly. Price per issue varies.

User-oriented, topical reports on accessing and using census data and products. Deals with such topics as census geography, 1970 census summary tapes, and delineation of problem housing areas. DAD's are numbered consecutively by date of issue (1 to 43 issued as of June 1979.

27. Data User News (formerly titled Small-Area Data Notes). $4.00 for 12 monthly issues. (GPO No. C3.238:Vol.-Nos.).

Monthly newsletter which provides continuous reporting on plans for the 1980 census; availability of 1972 Economic Census reports; announcements of workshops and conferences, user-oriented products and programs developed by the Bureau; applications of census data; new computer programs, "Readers Exchange", etc. This newsletter is the Bureau's only general communication with its data users.

28. ✓ 1970 Census and You. September 1977 (Revised). Free. (GPO No. C3.2:C33/27)

A general introduction to 1970 census data, giving a brief description of subjects, geographic areas, reports, tapes, and microfilm.

29. ✓ Census Data for Community Action. October 1978 (Revised). 50 cents (GPO No. C3.2:C73/7/978).

Information on how to use 1970 census population and housing data available for neighborhoods or city blocks in community action programs such as the establishment of adult education programs.

30. ✓ Census Surveys Measuring America. February 1978. Free.

A brief (12-page) overview of the Bureau's major recurring current survey programs.

31. * We, The Americans. $8.30 for entire series. Price of individual issues (16-20 pages) varies from 40¢ to 85¢. (GPO No. C56.234/1-15).

A series of 15 colorful booklets based on the results of the 1970 census. Although they are designed especially for students, they are of interest to everyone. All text is written in an easy-to-read style, using simple, colorful charts, graphs, and illustrations.

32. ● Public Use Samples of Basic Records from the 1970 Census—Description and Technical Documentation. April 1972. $3.00.

This manual and its supplements constitute technical documentation for computerized microdata (untabulated data consisting of disclosure free individual records for persons, households and neighborhoods) from the 1970 Census. It includes detailed descriptions of all data items, their coding, and concept definitions. Geographic, sample size, and technical options are discussed, as well as sample design, sampling variability, verification procedures, and other conditions affecting the use of the sample.

33. *Directory of Federal Statistics for Local Areas, A Guide to Sources: 1976. March 1978. $5.50. Updates previous directory issued in 1967. S/N 003-024-01553-6. (GPO No. C3.6/2:St2/2/976).

Describes and cites individual tables from reports issued by the Census Bureau and other Federal Agencies. Subjects and geographic areas smaller than States are displayed in tabular format.

34. Census Curriculum Support Project:

A number of materials have been prepared to assist college instructors and others in teaching students about census data.

a. * A Student's Workbook on the 1970 Census. September 1978 (Revised 55 cents. (GPO No. C3.2:C33/28/970/rev.). S/N 003-024-01642-7.

This pamphlet provides a general overview of the 1970 census subject matter, geography, and data products; mentions related current data sources; provides guidance in finding particular data; and includes several useful reference charts and exercises.

b. * Sample Kit of CCSP Materials.

A Teacher's Guide describes the census curriculum support project, objectives and techniques for use in teaching, illustrative uses of census data, and related materials. Case studies put data location and interpretation in a practical context. These and related brochures are included in a sample kit, available on request. [Instructors may also use Reference Manual cited on page 6.]

35. * Standard Industrial Classification Manual, 1972. Prepared by the Statistical Policy Division, Executive Office of the President, Office of Management and Budget. 1972. $8.80. L.C. Card No. 72-601529. (GPO No. PrEx 2.6/2:In 27/972) and 1977 supplement.

Defines industries in accordance with the composition and structure of the Nation's economy. Developed to promote the comparability of statistics describing various facets of the economy, the

35. * Standard Industrial Classification Manual, 1972. —con.

Standard Industrial Classification (SIC) Manual is revised periodically to reflect the changing industrial composition of the economy. The present revision is the first major one since 1957. The SIC Manual contains the Titles and Descriptions of Industries, a Numerical and Alphabetic Index of Nonmanufacturing Industries, a Numerical and Alphabetic Index of Manufacturing Industries, and several appendixes, including conversion tables for the 1972 and 1967 SIC industries.

For Further Information

36. ● Telephone Contacts for Data Users. Revised as necessary. Free. (Revised versions are issued in Data User News.)

A listing of the names and telephone numbers of subject specialists within the Census Bureau in the demographic and economic fields, data user services, geographic matters, publications, field operations, and statistical and survey methodology.

37. ● Data User Training '79: 1979 Catalog of Training Activities. Free. Updated annually.

This publication lists course numbers and titles, locations and descriptions of subject matter covered, target audience, prerequisites, cost, and how to apply.

38. ✓ We Have the Facts You Need. Brochure. Free.

A check list/order form for Census Bureau publication announcements.

Note: All prices are subject to change.

✓ Available from Subscriber Service Section, Bureau of the Census, Washington, DC 20233

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